## APPENDIX E

## TCMD EFFECTIVENESS REPORTING SYSTEM

1.   This appendix describes the TCMD effectiveness reporting system.   The uses, formats, and general description of the TCMD are contained in chapter 2, paragraph B.2.   Appendix D details the actual procedures for preparing a TCMD. The reporting system outlined in this appendix is designed to provide the shippers (and their Service/Agency headquarters) with the feedback necessary to ensure TCMDS are submitted correctly and on time.   The reporting system also provides a means to highlight problems within the clearance process. Currentiy, the reporting system is in effect only for CONUS export shipments.

2.   Responsibilities for the surface reporting program rest with various elements of the transportation system.

   a.   The Military Traffic Management Command (MTMC):

      (1) Prepares the reports detailing TCMD discrepancies.

      (2) Distributes the reports to the shippers and the shipping Service/ Agency headquarters (MILSTAMP Focal Points).

      (3) Reviews and analyzes the reports to determine possible trends or patterns of discrepancies.

      (4)   Initiates specific communication with shippers to assist *in* identifying discrepancy causes and appropriate corrective actions.   This assistance is directed first to the shippers with low effectiveness rates (below 90%) or a significant number of repetitive discrepancies in any error category.

      (5) Takes action to correct any report preparation errors.

   b.   The (CONUS) shipping activities:

      (1) Review and analyze the reports received from MTMC to identify the cause of TCMD deficiencies and take appropriate corrective actions.

      (2) Notify MTMC when the analysis reveals the reports erroneously attribute a significant number of errors to the shipper.   This notification is essential for MTMC to determine and correct the actual cause of documentation deficiencies.

      (3) Report to their respective Service/Agency headquarters any circumstances which are beyond the control of the shipper and which preclude timely submission of accurate TCMDS.

   c.   The Service/Agency headquarters:

      (1) Review monthly summary reports, received from MTMC, and initiate appropriate action with shipping activities which demonstrate poor performance on a continuing basis.

(2) Notify the DoD MILSTAMP System Administrator when operating cord tions or other circumstance beyond Service/Agency headquarters control prec ude specific shipping activities from meeting MILSTAMP standards for TCMD subm ssion.

d. The DoD MiLSTAMP System Administrator:

(1) Reviewa reports to identify MILSTAMP system deficiencies and initiate development of necessary system revisions.

(2) Through Headquarters MTMC, ensures distribution of monthly summary reports to Service/Agency headquarters (MILSTAMP Focal Points) and major shippers.

(3) Takes necessary action with Service/Agency headquarters to correct system deficiencies and conducts onsite research into repetitive problems.

3. The CONUS surface reports generated by the TCMD effectiveness reporting system are explained below with examples illustrated in figures E-2 through E-4. Since these reports are produced separately for outbound shipments moving through terminals in each MTMC area, two reports (with different data) may be produced for the same shipper covering the same period.

a. The Weekly Shipper TCMD Error Listing consists of computer listings identifying the shipping activity, the specific TCMDs (by FCN) on which errors are reported, the type and quantity of errors, and an 80 column printout of the discrepant TCMD(s). The report is prepared by MTMCEA and MTMCWA and forwarded to Headquarters MTMC for distribution to selected shippers. The error codes used on the reports are explained in f gure E-1. Figure E-2 is a sample of the Weekly Shipper TCMD Error Listing, complete with explanations of the entr ies.

b. The Monthly MTMC Shipper Effect veness Summary consists of a statist cal summary for each shipping activity which has ten or more shipments received at a CONUS WPOE during the report month. It is prepared and forwarded by Headquarters MTMC to Service/Agency headquarters, selected shippers, and each MTMC area command.

(1) The report includes a calculated summary of the timeliness of TCMD submission as well as the accuracy of those. TCMDs actually submitted. Aiso included is a numerical summary of the errors noted on the TCMDs. Each part of the summary is detai ied separately for non-SEAVAN TCMDs, SEAVAN TCMDs, and a composite of all TCMDs.

(2) The error codes used on the report are explained in figure E-land figure E-3 is a sample of the Monthly MTMC Shipper Effectiveness Summary, complete with explanations of the entries.

c. The Monthly MTMC "Service Effectiveness Summary consists of the composite performance of each shipper, grouped together and reported for each Service/Agency. The report is prepared and forwarded by Headquarters MTMC to Service/Agency headquarters and each MTMC area command. Figure E-4 is an example of the report, comp ete with explanations of the entries.

4.   The CONUS air reports and reporting procedures will be addressed in this paragraph when developed.

Error Codes for
TCMD Effectiveness Reports

| Code | Abbreviation | Explanation |
|------|--------------|-------------|
| 01 | MISSING TCMD | Shipper prepared TCMD not in the MTMC data base at the time of cargo receipt. |
| 02 | INV TCN | TCMO submitted with TCN containing blank(s) or invalid characters; rejected. |
| 03 | INV POE | TCMD submitted with WPOE (rp 21-23) unmatched to MILSTAMP Water Port Identifers (appendix F, appendix 7), or TCMO submitted to wrong clearance authority for POE listed; rejected. |
| 04 | INV TCON | TCMD (DI T_2, T_3, T_4) submitted with--blank(s) or invalid characters in rp 4-8; rejected. |
| 05 | 5 TRLR RQD | TCMO submitted without required trailer entry for outsize dimensions (DIT_5). |
| 06 | 6 TRLR RQD | TCMD (DI TE_, TJ_) submitted without required trailer entry for round count/IMO classificaton (DI T_6). |
| 07 | 7 TRLR RQD | TCMD (DITE-) submitted without required trailer entry for lot number (DI TE7). |
| 08 | 8 TRLR RQO | TCMD (DI TF_, TH_, TP_) submitted without trailer entry for ownership (DIT_8). |
| 09 | 9 TRLR RQD | TCMD submitted without required trailer entry for miscellaneous information (DIT_9). |
| 10 | INV TAC | TCMD submitted with TAC (rp 64-67) unequal to four alphanumeric characters (other than four zeros), or unmatched to TAC edit criteria prescribed by Services/Agencies. |
| 11 | UNM CNSE | TCMD submitted with consignee field (rp 47-52) unmatched to DoD Activity Address Directory or Military Assistance Program Address Directory. |
| 12 | INV COMM | TCMD submitted with water commodity code (rp 15-17) unmatched to MILSTAMP water commodity code table (appendix F, paragraph 4). |

Figure E-1

| 13 | INV CGOX | TCMD for surface shipment submitted with cargo exception field (rp 18-19) unmatched to MILSTAMP type cargo and special handling tables (appendix F, paragraph F-7). |
| 14 | CNTR W/O CNT | TCMD (DI T_2, T_3) submitted without any content (DI T_4) TCMDs. |
| 15 | INV PCS | TCMD submitted with piece field (rp 68-71) value other than as prescribed by MILSTAMP. |
| 16 | INV WT | TCMD submitted with weight field (rp 72-76) value other than as prescribed by MILSTAMP. |
| 17 | INV CUBE | TCMD submitted with cube field (rp 77-80) value other than as prescribed by MILSTAMP. |
| 18 | INV 6 TRLR | Round count/IMO classification trailer entry (DIT_6) submitted with one or more required fields containing blanks or invalid characters. |
| 19 | RESERVED | |
| 20 | RESERVED | |
| 21 | RESERVED | |
| 22 | DUPL TRLR | TCMD submitted with more than one DIT_6 or T_8 trailer entry; trailers rejected. |
| 23 | INV PRI | TCMD submitted with invalid value in priority field (rp 53); TCMD processed, priority 3 inserted. |
| 24 | INV VNOWN | Van TCMD submitted with van owner field (rp 9-12) blank or unmatched to SEAVAN owner abbreviations. |
| 25 | INV VNSZ | Van TCMD submitted with van size (rp 13-14) unequal to two numeric characters. |
| 26 | INV MODE | TCMD submitted with mode field (rp 27) unmatched to MILSTAMP mode of shipment codes (appendix F, paragraph 9). |
| 27 | INV PKG | TCMD submitted with type pack field (rp 28-29) unmatched to MILSTAMP type pack codes (appendix F, paragraph 10). |
| 28 | RESERVED | |
| 29 | RESERVED | |

Figure E-1 (cont.)

| | | |
|---|---|---|
| 30 | INV CDIST | Van TCMD submitted with content distribution indicator (D1 T_2, rp 57) unequal to S, M, or 1 through 9. |
| 31 | INV SV SU | Van TCMD submitted with shipment unit field (DI T_2, rp 58-59) unequal to 01-99 or XX. |
| "32 | INV DTE | TCMD submitted with date shipped (rp 60-62) unequal to 001-366. |
| 33 | INV ETA | TCMD submitted with ETA "field (rp 63) unequal to alphanumeric character other than I and O. |
| 34 | INV INCUBE | Van TCMD submitted with inside cube capacity (DI T_2, rp 64-67) unequal to four numerics. |
| 35 | INV 5 TRLR | Outsize dimensions trailer entry (DIT_5) submitted with one or more required fields blank or containing invalid characters. |
| 36 | INV 7 TRLR | Lot number trailer entry (DI TE7) submitted with one or more required fields blank or containing invalid characters. |
| 37 | INV 8 TRLR | Ownership trailer entry (DIT_8) submitted with one or more required fields blank or containing invalid characters. |
| 38 | INV 9 TRLR | Miscellaneous information trailer entry (DIT_9) submitted with one or more required fields blank or containing invalid characters. |
| 39 | INV POD | TCMD submitted with WPOD (rp 24-26) unmatched to MILSTAMP water port identifier codes (appendix F, paragraph 7). |

Figure E-1 (cont.)

## Example of the
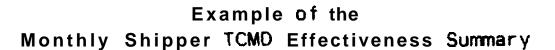## Weekly Shipper TCMD Error Listing

```
                    RCS-MT-SY-5              EA MTMC WEEKLY SHIPPER TCMD ERROR LISTING    84 FEB 08
(1)   N63408    NAVY MATERIAL TRANSP OFFICE    DIRECT INQUIRIES TO MTE-IT  AUTOVOlt        247-*35

               BUILDING Z-133                                 TELEPHONE (201) 858-7235      ● · REJECT ERROR

               US NAVAL STATION

               NORFOLK, VA 23511



(2)   D I C  TCON CNSNR CONX  POE  POD N PK        TCN        CNSNB PRDD  PRJ DS T TAC PCS   WT CUBE ERROR CODE        ERROR CODE
(3)   TX1     N63408 712Z91NJ CE1 B  CT  I605I432'?1O951XAX  N60514 3          0 3 6 0  N862 0021 00000 0000 16 INV WT  17 INV CUBE
(4)   LX1     163408  700Z9 1 NJ LD1 B PT X7029532796005XXX  X70295  2         030218620002  01100 0028 It UNN CNSB
(5)   VX1     N63408 712Z9 1NJ HA7 B  CT  Z63031S189SOS7XAX  N630313           03401121  0002001440032  01 MISSING TCMD  AI 234567 (6)


      TJ2  0s263 ARMY20 70XVZ t NJ PK1  V  YC N634084333V977KK2 X63005 3       0331 1280  0001  226091220  11 0ss CNSE
(7)   TJ9 09263 X23511 70XVZ 1 NJ PK1 V 20 N634084333V977KK2 X63005 3 TSOOOD926XSW716573ARsT05



      TCMDS III ERROR          3                    TOTAL SHIPPER TCMDS          45
```

The illustration above is a sample report. The numbers in parenthesis are ● xplained below. -.

(1 ) The shipping activity (consignor) responsible for documentation la determined from the *entry on* the TCMD in cc 9-14 (DI $T\_0/T\_1$ ) or cc 30-35 (DI T-2/T-3). If the TCMD is not available, the consignor is determined from available documentation.

(2) The column headings are abbreviations of the TCMD data fields based on the DI $T\_0/T\_1$ entries.

(3) Lines on which the first position of the document identifier (DIC column) is "T" list the TCMD entries as submitted to the clearance ● uthority by the shipper.
NOTE: *When* the clearance authority enters the data into the computer system from ● [sh]ipper prepared manual TCMD, the first position ● ntrv in the DIC column 1s a "3".

(4) Lines on which the first position of the document identifier (DIC column) is "L" list the TCMD entries as submitted to the WPOE under a local *agreement* between the shipper and port.

(5) Lines *on* which the first position of the document identifier (DIC column) la "V" list the TCMD entries as entered by the WPOE when no TCMD is in the MTMC data base when the cargo is received. These lines are always associated with error code 01-MISSING TCMD.

(6) When error code 01-HISSING TCMD is listed, the entry also includes the number of the GBL on which the shipment was delivered to the WPOE. If a GBL was not used or the number Is not available, the abbreviated name of the vendor or delivering carrier is printed (when available).
. . . .

(7) The data contained in cc 54-80 of all trailer entries (DI $T\_5$ through $T\_9$) on the report are printed consecutively (without spaces).

## Figure E-2

# Example of the
# Monthly Shipper TCMD Effectiveness Summary

```
        RCS-MT-SY-5           MONTHLY MTMC SHIPPER EFFECTIVENESS SUMMARY        83 OCT 06

(t)  N63408 NAVY MATERIAL TRANSP OFFICE              EASTERN AREA OCT 83
       BUILDING L-133
       US NAVAL STATION
       NORFOLK VA 23511

              TIMELINESS                   NON-SEAVAN TCMD SUMMARY              ACCURACY
      (2)        (3)                (*)                              (5)         (6)            (7)
    SHIPPER   TERMINAL   TOTAL    SHIPPER                          SHIPPER    REJECT  OTHER    PERCENT
    TCMDS     TCMDS      TCMDS    PERCENT                          TCMDS      ERRORS 2 6 9 0 9 2 ACCURACY

     250        2         252       99                                X30        0       23       91
                                          12203 SUMMARY

    (8)   01  02       03      04     03    06  07  08  09  10  11  12 13  14  15  16  17  18  19  20
           1   0   0    0   0   0     0   0   0   0   2   1   0       0  0 0       1   1 0   0   0

    (8)   21  22  23  24   23   2 3 2 7 X 6 2 6  30  31  32  33  34  35  36  37  38  39  40
           0   0   0   0    0    0   0   0   0        0   0   0   0   0   0   0   0   0   0   0

              TIMELINESS                     SEAVAN TCMD SUMMARY                ACCURACY
      (2)        (3)                (s)                              (5)         16)            m
    SHIPPER   TERMINAL   TOTAL    SHIPPER                          SHIPPER    REJECT  OTHER    PERCENT
    TCMDS     TCMDS      TCMDS    PERCENT                          TCMDS      ERRORS  ERRORS   ACCURACY

     11         o         11       100                                11         0       1       91
                                         ERROR SUMMARY

    (5)   01  02  03  04  05  06  07       09    03    10   11 12   v3  14  15  16  17  18  19  20
           0   0   0   0   0   0   0         0   0   0   1     0 0 0   0   0   0   0   0       0

    (0)   21  22  23  24  25  26  27  28  x 3  30  31  32  33  34  35  36  37  38  39  40
           0   0   0   0   0   0   0   0    0   0   0   0   0   0   0   0   0   0   0   0

              TIMELINESS                   COMPOSITE TCMD SUMMARY               ACCURACY
      (2)        (3)                (s)                              (5)         (6)            (7)
    SHIPPER   TERMINAL   TOTAL    SHIPPER                          SHIPPER    REJECT  OTHER    PERCENT
    TCMDS     TCMDS      TCMDS    PERCENT                          TCMDS      ERRORS  ERRORS   ACCURACY

     261        2         263       96                                X33        o       2A      91
                                         ERROR SUMMARY

    (8)   01  02  03  04  05  06  07  08    06    10  11  12  13  14  15     16    17  18  19  20
           1   0   0   0   0   0   0   0    0   0   2   X   0   0   0   0   1   1   0   0   0

    (8)   21  22  23  24  25  26  27  X 3 3 3  30  31  32  33  34  35  36  37  38     33   40
           0   0   0   0   0   0   0     0   0   0   0   0   0   0   0   0   0       0   0
```

The illustration above is a sample report. The numbers in parenthesis (in this illustration and Figure E-4) are explained below.

(1) The shipping activity (consignor) responsible for documentation is determined from the entry on the TCMD in co 9-14 (DI $T\_0/T\_1$) or 00 30-35 (DI $T\_2/T\_3$). If the TCMD is net available, the consignor is determined from available documentation.

(2) The SHIPPER TCMDS represent the number of prim data TCMDs available to the WPOE at the time cargo is received. For the non-SEAVAN section of the report, the figure is the number of TCMDs with DI $T\_0/T\_1$ on hand at the WOE; for the SEAVAN section, TCMDs with DI $T\_2$. The composite reports the sum of the non-SEAVAN and SEAVAN TCMDs on hand.

(3) The TERMINAL TCMDS represent the number of individual shipment units or SEAVANs arriving at the WPOE without previously received chipper prepared documentation. This number is lusya the same as the number listed under error coda 01 - MISSING TWO. Note that TCMDs prepared under a local agreement between the shipper and port are counted ax shipper prepared.

(4) . The TIMELINESS SNIPPER PERCENT is SHIPPER TCMDs divided by TOTAL TCMDs and multiplied by 100.

(5) Shipper accuracy is based en the number of TCMDs actually submitted by the shipper. For the non-SEAVAN section of the report, that number represents the TCMDs with DI $T\_0/T\_1$ submitted; for the SEAVAN section, TCMDs with DI $T\_2/T\_3/T\_4$. Trailer entry errors (DI $T\_5$ through $T\_9$) are included.

(6) The numbers listed under REJECT ERRORS and OTHER ERRORS indicate the number of shipper prepared TCMDs which contain errors. not the actual number of errors. The Weekly Shipper TCMD Error Listing (Figure 2-2) indicates the actual errors on each TCMD. These actual errors are included in this Monthly Report under the applicable error code. For accuracy reporting, only one error per TCMD (error codes 02 through 40) is counted. Error code 01 is used only for computing timeliness.

(7) The PERCENT ACCURACY is the number of accurate TCMDs (SHIPPER TCMDs minus REJECT and OTHER ERRORS) divided by SHIPPER TCMDs "and multiplied by 100.

(8) The top line indicates the error code (see Figure 2-1) while the bottom line is the number of times each error was reported during the month.

# Figure E-3

Example of the
Monthly MTMC Shipper Effectiveness Summary

MONTHLY MTMC SERVICE EFFECTIVENESS SUMMARY        83 Nov 15

EASTERN AREA OCT 83

COMPOSITE TCMD SUMMARY

SERVICE: NAVY

| | | TIMELINESS | | | | | ACCURACY | |
|---|---|---|---|---|---|---|---|---|
| (1) | (2) | (3) | | (4) | (5) | | (6) | (7) |
| SHIPPER | SHIPPER TCMDS | TERMINAL TCMDS | TOTAL TCMDS | SHIPPER PERCENT | SHIPPER TCMDS | REJECT ERRORS | OTHER ERRORS | PERCENT ACCURACY |
| N00146 | 21 | 1 | 22 | 95 | 21 | o | 5 | 77 |
| N00151 | 37 | 6 | 43 | 86 | 37 | 0 | 3 | 92 |
| N00189 | 2969 | 0 | 2969 | 100 | 2969 | 24 | 319 | 89 |
| N00204 | 36 | 0 | 36 | 100 | 36 | 0 | 4 | 89 |
| N00210 | 12 | 0 | 12 | 100 | 12 | 0 | 0 | 100 |
| N00216 | 11 | 1 | 12 | 91 | 11 | 0 | 0 | 100 |
| N00228 | 32 | 31 | 63 | 50 | 32 | 0 | 6 | 82 |
| N00250 | 313 | 0 | 313 | 100 | 313 | 0 | 4 | 99 |
| TOTAL | 3431 | 39 | 3470 | 99 | 3431 | 24 | 341 | 89 |

NOTE:   For explanation of notes indicated by numbers in parenthesis, see
Figure E-3.

Figure E-4